

To: Reynnells, Louise[Louise.Reynnells@ARS.USDA.GOV]; Walters, Carmel I - FS[carmeliwalters@fs.fed.us]; Minter, Marsha[Minter.Marsha@epa.gov]
Cc: Wester, Paul - ARS[Paul.Wester@ARS.USDA.GOV]; James, Jill - ARS[Jill.James@ARS.USDA.GOV]
From: Finley, Jeanine
Sent: Wed 2/1/2017 3:27:01 PM
Subject: RE: Rural Committee Page for Max.Gov

Thanks Louise,

For the update and following-up. We have admins identified for most of the IWG Committees. I will add your name to the list. Our intern Grant, will be reaching out to you all(either tomorrow or next week) to schedule a time to go over the webpage and how to use it.

Best,

Jeanine

From: Reynnells, Louise [mailto:Louise.Reynnells@ARS.USDA.GOV]
Sent: Wednesday, February 01, 2017 10:09 AM
To: Finley, Jeanine <finley.jeanine@epa.gov>; Walters, Carmel I -FS <carmeliwalters@fs.fed.us>; Minter, Marsha <Minter.Marsha@epa.gov>
Cc: Wester, Paul - ARS <Paul.Wester@ARS.USDA.GOV>; James, Jill - ARS <Jill.James@ARS.USDA.GOV>
Subject: RE: Rural Committee Page for Max.Gov

Jeanie Finley,

Good morning and happy first of February.

I have been designated to learn about and set up the Rural EJ Max.Gov page (see Carmel's email below). I have not received an email on getting started on the Max.Gov page yet and I am just checking in to make sure everyone has my correct contact information. I had this on my *To-Do* list and wanted to be sure I was following through.

I realize this may not be a high priority at the moment so please let me know of a possible timeline for this EJ project, if one is known. I am just trying to plan ahead and to be sure I have scheduled enough time to learn and set-up this feature for the Rural EJ group.

Thank you for inviting the Rural EJ focus area to utilize this collaborative space and let me know when you have identified a good time to get this project started.

Sincerely,

Louise

Mary Louise Reynnells

USDA, Rural Information Center

Sustainable Systems & Communities Program

National Agricultural Library

10301 Baltimore Ave., Room 123-L

Beltsville, MD 20705

W: 301-504-5293/ 800-633-7701/C: 301-741-9355

Louise.reynnells@ars.usda.gov

ric@ars.usda.gov

From: Finley, Jeanine [<mailto:finley.jeanine@epa.gov>]

Sent: Tuesday, January 10, 2017 12:40 PM

To: Walters, Carmel I -FS; Minter, Marsha

Cc: Reynnells, Louise

Subject: RE: Committee Page for Max.Gov

Thank you, I'll share her contact info with Grant Hughes-Baldwin who is working on our Max.gov page.

From: Walters, Carmel I -FS [<mailto:carmeliwalters@fs.fed.us>]
Sent: Tuesday, January 10, 2017 11:08 AM
To: Finley, Jeanine <finley.jeanine@epa.gov>; Minter, Marsha <Minter.Marsha@epa.gov>
Cc: Reynnells, Louise <Louise.Reynnells@ARS.USDA.GOV>
Subject: Committee Page for Max.Gov

Jeanine and Marsha,

Louise Reynnells has agreed to take on the responsibility of the Rural Communities page for Max.gov. Her contact info follows:

Mary Louise Reynnells

USDA, Rural Information Center

Sustainable Systems & Communities Program

National Agricultural Library

10301 Baltimore Ave., Room 123-L

Beltsville, MD 20705

W: 301-504-5293/ 800-633-7701/C: 301-741-9355

Louise.reynnells@ars.usda.gov

ric@ars.usda.gov

From: Finley, Jeanine [<mailto:finley.jeanine@epa.gov>]
Sent: Wednesday, December 14, 2016 3:03 PM
To: Minter, Marsha <Minter.Marsha@epa.gov>; Buzzelle, Stanley <Buzzelle.Stanley@epa.gov>; cynthia.ferguson@usdoj.gov; Daria Neal <daria.neal@usdoj.gov>; Dylan DeKervor <Dylan.Dekervor@usdoj.gov>; Gina Allery <Gina.allery@usdoj.gov>; James Potter <james.m.potter@hud.gov>; Stancil, Joanna -FS <joannastancil@fs.fed.us>; Joseph.A.Baietti@hud.gov; Douglas, Nicholas E -FS <nedouglas@fs.fed.us>; rosanne.goodwill@dot.gov; Ruhl, Suzi <Ruhl.Suzi@epa.gov>; Sunaree Marshall <Sunaree.K.Marshall@hud.gov>; Trent, Chris B <Chris.B.Trent@hud.gov>; Walters, Carmel I -FS <carmeliwalters@fs.fed.us>; Zartarian, Valerie <Zartarian.Valerie@epa.gov>; Menanno, MaryAnn <menanno.maryann@epa.gov>; Freeman, DeniseC <freeman.denisec@epa.gov>
Cc: Denise.Freeman@hq.doe.gov; Denise Freeman <Ex. 6 - Personal Privacy>
Cynthia.Huber@usdoj.gov
Subject: RE: Dec 8th Committee Chair Meeting Notes and Next Steps

Hello all,

An additional item from our meeting on Dec 8th.

Please determine a member of your committee that can serve as an admin for your committee page on the EJ IWG Max.gov site. Once you have identified that person Marsha and I can work to link them with Grant in order to go over some of the particular responsibilities of managing your committee page.

Thank you!

From: Finley, Jeanine
Sent: Friday, December 09, 2016 3:34 PM
To: Minter, Marsha <Minter.Marsha@epa.gov>; Buzzelle, Stanley <Buzzelle.Stanley@epa.gov>; cynthia.ferguson@usdoj.gov; Daria Neal <daria.neal@usdoj.gov>; Dylan DeKervor <Dylan.Dekervor@usdoj.gov>; Gina Allery <Gina.allery@usdoj.gov>; James Potter <james.m.potter@hud.gov>; Joanna Stancil <joannastancil@fs.fed.us>; Joseph.A.Baietti@hud.gov; Nick Douglas <nedouglas@fs.fed.us>;

rosanne.goodwill@dot.gov; Ruhl, Suzi <Ruhl.Suzi@epa.gov>; Sunaree Marshall <Sunaree.K.Marshall@hud.gov>; Trent, Chris B <Chris.B.Trent@hud.gov>; Walters, Carmel I - FS <carmeliwalters@fs.fed.us>; Zartarian, Valerie <Zartarian.Valerie@epa.gov>; Menanno, MaryAnn <menanno.maryann@epa.gov>; Freeman, DeniseC <freeman.denisec@epa.gov>
Cc: Denise.Freeman@hq.doe.gov; Denise Freeman <Ex. 6 - Personal Privacy>
Cynthia.Huber@usdoj.gov

Subject: Dec 8th Committee Chair Meeting Notes and Next Steps

Notes: Committee Chair Meeting

Dec 8th 3-4pm

Timeline

~~1) Nov 18th: Deadline to email your FY 16 Accomplishments and FY 17 Priorities to Jeanine grouped by the Framework Goals (Two attachments) and any comments/edits on Committee Chairman Role, Community Spotlights and Committee Roster~~

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~~2) Dec. 1 or 2: Committee Chairs Receive Draft FY 16 Framework Accomplishments Report and Draft FY 17 Priorities~~

~~3) Dec 8th or 9th: Discuss **first draft** of FY 16 Framework Accomplishments Report /FY 17 Priorities (Will send doodle poll for which date works best)~~

4) January 13th: Comments/Edits on Draft FY 16 Accomplishments Report and FY 17 Priorities

5) Mid-February: Post FY 16 Framework Accomplishments Report

6) March 8th-10th: Face to Face Committee Chair Meeting during the National EJ Conference

(March 8-10: Exact date/time TBD)

7) July 25th or 27th: Meeting to discuss FY 2017 activities and gearing up to prepare for end of year reporting and FY 18 Priorities

Accomplishments Report Draft:

- The Strategy and Implementation Committee is responsible for drafting the FY 16 Report
- The EJ IWG accomplishments will not be organized by committee but instead by the four goals, because this is a public facing document.
- The report is in draft form, we are seeking the committees to provide additional language on their accomplishments that can be included in the report, remember the report is a public facing document so language should describe the activity in a way that is relatable and easy to understand.
- This report will also highlight individual agency achievements, the Strategy Committee will collect agency achievements from those that want them to be included in the report as highlights, not required of all agencies. Will try to organize the achievements into categories of 'accessible, aware and accountable'.

Presentation on the EJ IWGs Max.gov collaborative workspace from Grant Hughes-Baldwin.

- Please provide any comments or ideas on how to improve the site to Grant: hughes-baldwin.grant@epa.gov
- User guide and Admin guide are attached for comment: please **provide your comments to Grant by the end of December**

Next Steps:

- If you would like an outstanding individual agency EJ accomplishment to be included in the FY 16 Accomplishments Report please send with a short description to Marsha
- Comments and Additional Content on FY 16 Accomplishments Draft and FY 17 Priorities-due January 13th

- Comments on Max.gov user/admin guide due by the end of December

Jeanine Finley | Program Analyst

U.S. Environmental Protection Agency | Office of Environmental
Justice
1200 Pennsylvania Avenue, NW | Washington, DC 20460

Office: 202-564-2195



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